



SAN FRANCISCO PUBLIC LIBRARY  
CALIFORNIA PUBLIC LIBRARY REPORT  
DRAFT

(Report to Library Development Services, California State Library)

2000 – 2001

**D**

REF  
027.4  
sa52c  
2000/01  
Draft

**5/S**



*San Francisco Public Library*

Government Information Center  
San Francisco Public Library  
100 Larkin Street, 5th Floor  
San Francisco, CA 94102

**REFERENCE BOOK**

*Not to be taken from the Library*

**DRAFT****DRAFT**

California State Library

## CALIFORNIA PUBLIC LIBRARY CHECK REPORT 2001

REPORT YEAR equals  
Fiscal Year 2000-01  
ending June 30, 2001Library Development Services  
P.O. Box 942837  
Sacramento, CA 94237-0001M710 DCR\_BASE  
San Francisco  
Code: P Table: 1**DIRECTORY UPDATE CHECK**1. Library. *San Francisco Public Library*2. Director. *Susan Hildreth**City Librarian*

3. Street Address.

*100 Larkin St**San Francisco**CA 94102-4796*

4. Mailing Address.

*100 Larkin St.**San Francisco**CA 94102-4796*5. Public Phone. *(415) 557-4400*6. Reference Phone. *(415) 557-4400*7. Library Director's e-mail INTERNET Address.  
*shildreth@sfpl.org*7a. Library's INTERNET e-mail Address.  
*N/A*8. Library's Website Address. *sfpl.org*9. FAX Phone. *(415) 557-4239*10. TDD for Deaf. *(415) 557-4433*11. Size Sq. Miles. *47.66*12. House Dist. *8, 12*13. State Senate. *3, 8*14. Assembly. *12, 13*15. Affiliations. (NOT CLSA System nor LoC Regional Network)  
*OCLC*16. ILL Period: # Weeks. *3*17. ILL Photocopy free up to 10 pages? *Y*18. Copy fee. ONLY if answer to #17 is No; otherwise, leave blank.  
*.25/copy plus \$2.50 handling charge to non-CLSA member libs.*19. Schedule of Main Library Service Hours. *M, S 10-6; T-Th 9-8; F 12-6; Sun 12-5.**Mary Hudson**415-557-4235*

ME OF CONTACT FOR QUESTIONS REGARDING REPORT DATA (Type or Print)

Phone # of Contact

DOCUMENTS DEPT.

JAN 31 2003

SAN FRANCISCO  
PUBLIC LIBRARY



# CALIFORNIA PUBLIC LIBRARY CHECK REPORT

M710

San Francisco

Handwrite corrections in right column.

Response for  
FY 1999-00

Write CORRECTIONS for  
2000-01 in box below.

## POPULATION and OUTLETS

201. Pop. Children Age 0-5

100. 710

100. 710

201. 42,000

201. 37,745

203. Pop. Children Age 6-14

203. 55,000

203. 56,065

205. Registered Borrowers as of June 30.

205. 488,214

205. 447,754

206. Children Borrowers Age 0-14

206. 84,678

206. 78,227

207. Main Library.  
(if open for public service)

207. 1

207. 1

208. Branches.  
(at least 1400 sq.ft. 7000 vols)

208. 26

208. 26

209. Stations.

209. 0

209. 0

210. Bookmobiles. Vehicle count.

210. 2

210. 2

211. Other Outlets, Deposits.

211. 0

211. 0

212. Hours per week Main Library is open.

212. 60.00

212. 60.00

## LIBRARY STAFF

251. Total count of persons employed.  
full and part time. (PERSONS NOT FTE)

251. 805

251. 843

252. ALA Librarians.(Full Time Equivalent)  
who have accredited ALA Masters.

252. 204.50

252. 196.50

253. FTE Total Librarians  
(ALA or other.)

253. 204.50

253. 196.50

254. FTE Special Professionals

254. 5.00

254. 5.00

255. FTE Lib. Tech. Assistants.

255. 97.50

255. 29.00

256. FTE other.

256. 305.47

256. 306.00

257. FTE Volunteers,  
Average FTE per week (not hours)

257. 22.50

257. 22.50



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**INCOME**

Report whole dollars only, omit cents.  
Enter funds for operational expenses,  
and for capital outlay.

- 301. Local Government:**  
taxes and allocations. (includes \$'s from 305. & 307.)
- 302. State funds:**  
CLSA and PLF.
- 303. Federal funds:**  
LSCA or other.
- 304. Other Income.**  
(includes \$'s detailed in 306, below.)
- 305. Special District Augmentation**  
funds for counties and districts.
- 306. Gifts, Fines, Fees**  
and local fund raising.
- 307. Contract Payments.**  
from another jurisdiction.

100. 710

301. 43,337,490

302. 1,586,912

303. 259,608

304. 2,034,905

305. 0

306. 949,196

307. 0

100. 710

301. 48,210,495

302. 1,600,915

303. 193,184

304. 1,225,896

305. 0

306. 1,225,896

307. 0

**INCOME - for CAPITAL OUTLAY**

Report whole dollars only, omit cents.  
Enter funds for CAPITAL OUTLAY ONLY.  
Exclude income for Operational Expenses.

- 311. Local Government:**  
taxes and allocations. (includes \$'s from SDAF, Contract  
Payments, etc, as appropriate.)
- 312. State funds:**  
CLSA and PLF.
- 313. Federal funds:**
- 314. Other Income.**  
(includes capital outlay dollars from any other  
income sources, such as Gifts, Fines & Fees,  
etc, as appropriate.)

311. 0

312. 0

313. 0

314. 186,222

311. 0

312. 0

313. 0

314. 368,614





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STANDARD OPERATING EXPENDITURES

Local, State and Federal funds.

401. Salaries.

100. 710

100. 710

401. 27,518,362

401. 28,942,415

402. Benefits.

402. 6,500,036

402. 6,900,806

If paid by Library.

403. Print Materials.

403. 2,636,914

403. 3,145,106

404. Current Serial Subscriptions.

404. 691,886

404. 684,849

405. Microforms.

405. 0

405. 0

406. Audiovisual materials.

406. 371,707

406. 666,220

407. Library materials in Electronic Format.

407. 322,132

407. 530,182

408. Other materials.

408. 218,081

408. 818,074

409. Operating Expenditures for Electronic Access.

409. 439,877

409. 281,590

410. All other Operating Expenditures.

410. 1,970,270

410. 2,016,936

411. Capital outlay.

411. 5,652,397

411. 4,265,969

Include sites, buildings,  
vehicles, original equipment.



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EXPENDITURES - Detail

501. Postage and Delivery.

502. Telephone and Other  
Telecommunications.

503. Contracted Computer Services.

504. Online Database Searching.

505. Preservation.

506. Expenditure for Children's  
Materials.

507. Adult Literacy Program.

508. Transfer to City/County divisions  
for services: maint, accounting, etc.

509. Payments for Contract Service  
to another jurisdiction.

510. Estimate of Services & Supplies  
benefiting the library that were  
paid for by other City/County  
Division for report year.

PUBLIC LIBRARY FUND

511. Amount of PLF funds included in  
Total Operating Expenditure.

512. PLF expended for Library Materials.

513. PLF expended for Personnel.

514. Hours of service provided by  
PLF-paid Personnel.

515. PLF expended on General Operating  
budget.

516. PLF expended on Special Projects.

517. PLF difference from Allocation.

100. 710

501. 85,444

502. 456,728

503. 174,553

504. 0

505. 0

506. 744,863

507. 0

508. 1,111,718

509. 0

510. 0

511. 1,331,806

512. 135,378

513. 0

514. 0.00

515. 923,428

516. 273,000

517. 0

100. 710

501. 93,788

502. 583,190

503. 172,119

504. 0

505. 33,513

506. 794,808

507. 37,211

508. 3,756,167

509. 0

510. 0

511. 1,331,806

512. 0

513. 0

514. 0.00

515. 1,331,806

516. 0

517. 0



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## COLLECTIONS.

All entries are annual for fiscal year,  
and are in units or items.

601. Books Added Cataloged.

601. 140,752

601. 135,643

602. Books Adult/YA Added Cataloged.

602. 103,801

602. 95,854

603. Books Added Uncataloged.

603. 18,719

603. 22,806

604. Children's Books.

604. 36,951

604. 39,789

Added, Cataloged.

605. Children's Books.

605. 1,332

605. 1,133

Added, Uncataloged.

606. Books Total Held as of June 30.

606. 2,208,749

606. 2,217,743

607. Books Children Held as of June 30.

607. 462,889

607. 465,361

608. Books Adult/YA Held as of June 30.

608. 1,745,590

608. 1,752,382

609. Leased Books.

609. 16,703

609. 17,187

Inventory on hand.

610. Government Documents

610. 3,199,769

610. 3,185,444

in separate collections.

611. Microfilm (reels).

611. 45,005

611. 45,704

612. Microforms (not microfilm).

612. 3,958,669

612. 3,978,325

613. Children's Audio Materials

613. 0

613. 19,080

held as of June 30.

614. Total Audio Materials.

614. 88,007

614. 99,595

615. Films.

615. 1,036

615. 1,050

616. Children's Video Materials

616. 0

616. 12,303

held as of June 30.

617. Total Video Materials.

617. 44,650

617. 58,459

618. Number of Current Periodical  
and Serial Subscriptions.

618. 11,923

618. 12,422

619. Book Titles Added (Cataloged)

619. 48,747

619. 24,915

620. CD-ROMS Data disks only,  
not Audio/Video or public catalog.

620. 1,438

620. 1,823

621. Other (Non-CD-ROM) Library Materials  
in Electronic Formats.

621. 0

621. 0

622. Serial Volumes

622. 0

622. 0

held as of June 30.

F  
I  
I  
L

NC

Pri

70

70

70

70

70

70

70

70

70

71

71

71

Pri

751

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Response for  
FY 1999-00Write CORRECTIONS for  
2000-01 in box below.

## NON-ENGLISH LANGUAGES

## Print Materials ADDED as of June 30.

701. Armenian  
702. Chinese  
703. French  
704. German  
705. Hmong  
706. Italian  
707. Japanese  
708. Korean  
709. Laotian  
710. Russian  
711. Spanish  
712. Vietnamese

100. 710

701. 0  
702. 11,888  
703. 389  
704. 239  
705. 0  
706. 116  
707. 1,698  
708. 255  
709. 0  
710. 1,552  
711. 4,453  
712. 938

100. 710

701. 0  
702. 11,967  
703. 515  
704. 325  
705. 0  
706. 421  
707. 1,112  
708. 424  
709. 0  
710. 2,511  
711. 2,391  
712. 722

## Print Materials HELD as of June 30.

751. Armenian  
752. Chinese  
753. French  
754. German  
755. Hmong  
756. Italian  
757. Japanese  
758. Korean  
759. Laotian  
760. Russian  
761. Spanish  
762. Vietnamese

751. 0  
752. 0  
753. 0  
754. 0  
755. 0  
756. 0  
757. 0  
758. 0  
759. 0  
760. 0  
761. 0  
762. 0

751. 0  
752. 0  
753. 0  
754. 0  
755. 0  
756. 0  
757. 0  
758. 0  
759. 0  
760. 0  
761. 0  
762. 0





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## LIBRARY SERVICES, ANNUAL.

801. Total Public Service Hours.	801. 62,000	801. 62,528
802. Attendance in Library.	802. 5,634,661	802. 5,575,580
803. Reference Questions. Omit Directional.	803. 1,176,675	803. 1,103,274
804. Online Database Searches.	804. 0	804. 0
805. Circulation of Children's Materials.	805. 1,360,930	805. 1,394,215
806. Circulation Non-English.	806. 0	806. 0
807. Circulation Non-Book.	807. 0	807. 0
808. Total Circulation.	808. 5,166,843	808. 5,438,451
809. No longer collected		
810. In-Library use of Materials.	810. 3,646,348	810. 3,634,214
811. ILL loans to others.	811. 3,086	811. 3,289
812. ILL loans received.	812. 6,692	812. 6,760
813. Pre-School Programs. Number.	813. 3,263	813. 2,612
814. Pre-School Programs. Attendance.	814. 100,509	814. 70,846
815. School Age Programs. Number.	815. 4,401	815. 2,996
816. School Age Programs. Attendance.	816. 104,833	816. 101,469
817. Adult Programs. Number.	817. 357	817. 554
818. Adult Programs. Attendance.	818. 16,271	818. 22,658
819. Total Programs. Number.	819. 8,021	819. 6,162
820. Total Programs. Attendance.	820. 221,613	820. 194,973



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Response for  
FY 1999-00Write CORRECTIONS for  
2000-01 in box below.**SALARY SURVEY.**Survey is of monthly ranges for  
selected classifications.

Leave sections blank if inappropriate.

But do not divide sections or add  
new ones. List monthly ranges,  
whole dollars only, omit cents.

		100. 710	100. 710
901. Director (monthly rate)	Begin	901. 7,832	901. 8,036
902. Director (monthly rate)	Final	902. 11,295	902. 11,590
903. Assistant Dir.	Begin	903. 6,958	903. 7,139
904. Assistant Dir.	Final	904. 8,456	904. 8,680
905. Chief Lib. Div.	Begin	905. 5,896	905. 6,052
906. Chief Lib. Div.	Final	906. 7,167	906. 7,358
907. Branch Libn.	Begin	907. 4,772	907. 5,014
908. Branch Libn.	Final	908. 5,799	908. 6,095
909. Entry Level Librarian	Begin	909.	909. 4,106
910. Entry Level Librarian	Final	910.	910. 4,990
911. Journeyman Librarian	Begin	911.	911. 4,548
912. Journeyman Librarian	Final	912.	912. 5,527
913. Lib. Tech. Asst.	Begin	913. 3,650	913. 3,833
914. Lib. Tech. Asst.	Final	914. 4,443	914. 4,661
915. Clerk Non-Pro. (Beginning) (general clerical; no library skills requirement)	Begin	915. 2,345	915. 3,007
916. Clerk Non-Pro. (Beginning)	Final	916. 2,836	916. 3,644
917. Mgr. of Spec. Service. (non-MLS) (e.g. Literacy, A-V, or I&R Specialist)	Begin	917. 4,348	917. 4,483
918. Mgr. of Spec. Service. (non-MLS)	Final	918. 5,285	918. 5,447



Handwrite corrections in column at right.

Response for  
FY 1998-99

Write CORRECTIONS for  
2000-01 in box below.

## ACCESS TO ELECTRONIC SERVICES

### INTERNET ACCESS FOR YOUR LIBRARY

851. Library has access to the Internet  
for electronic mail? (0 = No; 1 = Yes)

100. M710

851. 1

100. 710

851. Yes

852. Library has access for other Internet  
services as well as e-mail? (e.g. Telnet,  
gopher, ftp, WWW, etc.) (0 = No; 1 = Yes)

852. 1

852. Yes

### INTERNET AVAILABILITY

(Answer 853 only if your answer to 852 is 1 (Yes))

853. Under what circumstances is Internet access  
available?  
...if ONLY to library staff (no patron access), Type ST.  
...if patrons have access but ONLY  
through staff, Type PI.  
...if patrons can have their own direct  
use or can access through staff  
intermediary at their option, Type PE.

853. 3

853. PE

### OTHER ELECTRONIC SERVICES

856. Is direct patron access to other electronic  
services available? (e.g. bibliographic  
& full text databases; multi-media products)  
(0 = No; 1 = Yes)

856. 1

856. Yes

### ELECOMMUNICATIONS SUBSIDIES

857. Was library able to take advantage  
of CA Teleconnect Fund this year?(0=No;1=Yes)

857. 1

857. Yes

858. Was library able to take advantage  
of federal E-RATE this year?(0=No;1=Yes)

858. 1

858. Yes

### ELECTRONIC RESOURCES USAGE

859. Number of Users of Electronic  
Resources per Typical Week.

859.

859. 19,771







